



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL  
LANSING

Michelle Richard  
ACTING DIRECTOR

05/30/2024

Tonia Werda  
1504 S First,  
Alpena, MI, 49707

License Number: DG040091497

Dear Tonia Werda,

This letter is to advise you that the 5/30/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Inspection, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.1919(1)	Tonia Werda did not obtain an updated medical clearance prior to this inspection.	I will get the completed medical form and submit to licensing.	June 21,2024
R 400.1904b(3)(a)	CCSM 1 and CCSM 2 do not have updated CPR certification.	Childcare staff members will have completed cpr training by	June 23,2024
R 400.1905(2)	CCSM 1 did not complete training hours in 2022. CCSM 2 completed 3 of the required 5 hours of training in 2022 and no training in 2023.	Staff will keep to date on 5 hours of training each year.	May 30,2024
R 400.1906(1)(c)(ii)	CCSM 1 and CCSM 2 do not have updated medical clearances on file.	Staff will obtain medical clearances and submit to licensing.	June 21,2024
R 400.1905(1)	Tonia Werda completed 3 hours of the required 10 hours of training in 2023. She completed 2 hours of	I will keep my training updated to a minimum of 10 hours each year.	May 30, 2024

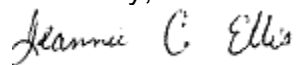
	the required 10 hours of training in 2022.		
R 400.1905(3)(b)	CCSM 2 does not have verification of recognition/reporting of child abuse/neglect training.	Staff will finish training and submit to licensing.	June 23, 2024
R 400.1905(3)(c)	CCSM 2 does not have verification of shaken baby syndrome/abusive head trauma/child maltreatment training.	Staff will finish training and submit to licensing.	June 23, 2024
R 400.1905(4)(a)	CCSM 2 does not have verification of child development training.	Staff will finish training and submit to licensing.	June 23, 2024
R 400.1905(4)(b)	CCSM 2 does not have verification of medication administration training.	Staff will finish training and submit to licensing.	June 23, 2024
R 400.1905(4)(c)	CCSM 2 does not have verification of prevent/respond food/allergic reactions training.	Staff will finish training and submit to licensing.	June 23, 2024
R 400.1905(4)(d)	CCSM 2 does not have verification of hazardous material handling/storage and bio-contaminant disposal training.	Staff will finish training and submit to licensing.	June 23, 2024
R 400.1905(4)(e)	CCSM 2 does not have verification of transporting precautions training.	Staff will finish training and submit to licensing.	June 23, 2024
R 400.1905(4)(f)	CCSM 2 does not have verification of building/physical premises safety training.	Staff will finish training and submit to licensing.	June 23, 2024
R 400.1905(4)(g)	CCSM 2 does not have verification of emergency preparedness/response training.	Staff will finish training and submit to licensing.	June 23, 2024
R 400.1907(1)(b)	One of the twelve children's records reviewed did not have a child in care statement on file.	Provider will have parent fill out in-care statement and submit to licensing.	June 24, 2024

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact Jeannie Ellis at (989) 590-0191 or [ellisj2@michigan.gov](mailto:ellisj2@michigan.gov). In the event that Jeannie Ellis is not available, and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,

A handwritten signature in cursive script that reads "Jeannie C. Ellis".

Jeannie Ellis, Licensing Consultant